



**Treatment Services Solicitations  
Fiscal Year 2013  
Questions and Answers**

**Q1: Project Codes 5010 and 5020 specify Ph.D. or Psy D, but not psychiatrist/MD. Can an MD (board certified in addiction medicine and general psychiatry) perform these evaluations and reports, or must they be done by Ph.D. or Psy D clinicians?**

**A1:** Project Codes 5010 and 5020 may only be performed by a licensed psychologist. In contrast, Project Code 5030 may only be performed by a licensed psychiatrist.

**Q2: Are the blanket purchase agreements performance-based in any way?**

**A2:** Any provider awarded a blanket purchase agreement (BPA) is subject to mandatory post-award monitoring visits, and will be provided with post-award monitoring reports prepared by our office. During the first year of the BPA, a post-award monitoring visit will be conducted within 120 days of the BPA award, and a second monitoring visit will be conducted at least 120 days prior to September 30, 2013. During the second year of the BPA (assuming our office exercises its option to renew the BPA during the renewal period), at least one monitoring visit will be conducted within 120 days of the BPA renewal, and a second monitoring visit will be conducted at least 120 days prior to September 30, 2014. During the third year of the BPA (assuming the BPA is renewed), at least one monitoring visit will be conducted within 120 days of the BPA renewal. If a vendor receives an unsatisfactory rating on a post-award monitoring report, the vendor will be required to submit a performance improvement plan to our office, and a follow-up monitoring visit will be conducted within an established time frame. If a vendor fails to correct identified deficiencies, the Administrative Office of the U.S. Courts must be notified, and the BPA awarded to the vendor may be terminated.



**Q3: What is the unit cost (per person) for clients in Queens County?**

A3: There is no set unit cost per person for clients within any catchment area. In Section B of the RFP, each provider is required to submit the price that the provider will charge for the required services, during each of the fiscal years covered by the BPA. It is up to each potential vendor to determine what price the vendor will charge for the services. This is the essence of the competitive bidding process. Our office will first evaluate proposals for technical acceptability. Any proposals found technically acceptable will then be evaluated for cost. We are required to award our BPAs to the lowest cost technically acceptable bidders within each catchment area. The number of BPAs that we will award within each catchment area is specified in the beginning of Section B of each RFP.

**Q4: What is considered a meaningful outcome: acceptance of all referrals or is some level of service “X,” or a certain number of clients, expected?**

A4: A vendor’s performance is measured using the monitoring report form found under the “For Vendors” section of our web site: [www.nyep.uscourts.gov](http://www.nyep.uscourts.gov)

Performance is not linked to servicing a certain number of clients, as our office controls the flow of referrals to each agency. However, a vendor’s ability to timely accept a referral would be a factor considered when evaluating performance. Section F.1 of the RFP sets forth requirements that a provider must satisfy with respect to accepting referrals from our office. If a vendor fails to meet these requirements, it would negatively impact that vendor’s evaluation.



**Q5: How does outcome (project codes) correspond to the budget?**

**A5:** Project codes are utilized to specify the services that we are authorizing a client to receive at a particular facility. Each provider establishes the price for each given project code, through the bidding process, by indicating a price in Section B of the RFP. If your facility is awarded a BPA, your facility will be paid the unit price for each project code, as established by your facility in the bid submitted to our office. The individual vendors are not involved with our budget making decisions. Our office is provided funding by the Administrative Office of the U.S. Courts for various treatment services. Our office determines how much we can spend for each segment of our treatment services, based upon our level of funding and client needs. The outcome of treatment is not related to our funding.

**Q6: To what extent do you visualize the integration of services of your clients with services of existing OASAS?**

**A6:** Our referrals agents all have specialized degrees and licenses in their respective treatment areas. Our officers and referrals agents work together, and in consultation with individual counselors at our various treatment providers, to development treatment plans that best balance the needs of our clients with our available financial resources. The services that we will authorize for our clients, and the only services that we can pay for, are those set forth in the individual RFPs.



- Q7: With regard to Attachment A - Certification of Compliance of the Proposal, does a subcontractor have to sign a separate certification or do I, as the Offeror, complete a separate certification on their behalf and sign it?**
- A7: Each subcontractor must submit a separate certification statement. The relevant information on this requirement can be found in Section L of the RFP**